Noncredit Instruction

Moorpark College

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ACADEMIC SENATE
for CALIFORNIA COMMUNITY COLLEGES

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Bridge to the Future!

Today's Agenda

- Credit vs. Noncredit - The Basics
    - Benefits
    - Possibilities
    - Categories
- CDCP
- The Noncredit Course Outline of Record
- The Noncredit Curriculum Approval Process, Local and State
- Hot Topics in Noncredit
- Questions and Answers

Getting Started

On a scale of 1-10 (1 = rookie & 10 = experienced veteran) where do you rate yourself in regards to your knowledge of noncredit?

Feedback

- Are you using noncredit instruction?
- How are you using noncredit instruction?

Background

- The priority of policy makers and the legislature is to move students through to completion and subsequently to transfer and/or careers, as evidenced by:
  - Realignment of Adult Education from K-12 to CCCs and funding of AEBG.
  - Equalization of CDCP noncredit apportionment rate with credit.
  - Establishment of the Strong Workforce Program.
  - $150 million for Guided Pathways in 2017-2018 budget.
- Noncredit can play an integral role in meeting this priority.

Benefits - Noncredit as an Entry Point

- The nature of noncredit (FREE!, low risk) allows colleges to attract students who may not otherwise consider college.

- Consistent with a pathways approach, broader coursework can be developed in noncredit to help students filter into career preparation.

- Career exploration

- Repeated enrollment is allowed (§58161)

- Basic skills – math, ESL, English language and literacy

- Broad concepts that could benefit multiple CTE disciplines – allied health, manufacturing, agriculture, and more

- Noncredit can provide entry level career training; credit can provide training for advancement.

- Students can "step up" from noncredit into credit or into a career.

Possibilities - Noncredit Leading to Credit

- Noncredit can be used as prerequisites and co-requisites to credit
  - Nothing in CA Ed Code or Title 5 precludes this
  - Chancellor's Office, with ASCCC input, is preparing guidelines

- Distance education
  - Both credit and noncredit courses may be offered through distance education
  - Challenges due to apportionment rules, access
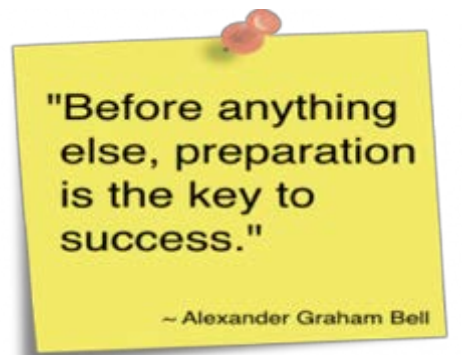
Possibilities - Noncredit Leading to Credit

- Articulation agreements can be set up between noncredit and credit courses, between and within colleges
  - Allows students to enter through credit or noncredit without barrier of prerequisites
  - Allows students to later earn credit for noncredit experience if deciding to pursue a credit certificate or degree

Noncredit Categories

All Noncredit	CDCP ("Enhanced Noncredit)"	AEBG
• **ESL** • **Basic Skills** • **Short-term Vocational** • **Workforce Preparation** • Immigrant Education • Courses for Adults w/ Substantial Disabilities • Parenting • Programs for Older Adults • Family & Consumer Sciences • Health & Safety	• **ESL** • **Basic Skills *** • **Short-term Vocational** • **Workforce Preparation** *may include supervised tutoring and high school diploma or equivalency	• **ESL (Immigrant Education, including workforce preparation)** • **Basic Skills *** • **Short-term Vocational** • **Workforce Preparation** • Pre-apprenticeship • Courses for Adults with Disabilities • Parenting *may include supervised tutoring, high school diploma or equivalency, and classes for adults helping students

Career Development and College Preparation (CDCP)

- Preparation for employment or success in college-level credit coursework
- Four categories of courses that, **if combined into a noncredit certificate**, can be eligible for apportionment funding equal to credit
- Four categories:
  - **ESL,**
  - **Basic Skills**
  - **Short-term Vocational**
  - **Workforce Prep**
- Requirements established in Ed. Code 84760.5
- Data element CB22 is used to designate a course as CDCP.

"Before anything else, preparation is the key to success."

~ Alexander Graham Bell

Career Development and College Preparation

- Programs and required courses classified as noncredit Career Development and College Preparation(CDCP) prepare students for employment and/or to be successful in college-level credit coursework.

- To qualify for CDCP, courses must:
  - Fit within the four CDCP categories.
  - Must be part of a certificate of competency or certificate of completion.

Career Development and College Preparation

- Certificate of Competency (from PCAH 6th Edition)
  - College preparation focus
  - Prepares students to take credit coursework, including basic skills and ESL Student
  - Prepares students to progress in a career path, **or** to undertake degree-applicable or nondegree-applicable credit courses.
  - Sequence of CDCP-eligible courses in ESL or Elementary & Secondary Basic Skills
  - Defined in Title 5, section 55151(i)

Career Development and College Preparation

- <u>Certificate of Completion (from PCAH 6th Edition)</u>
  - Career development/CTE focus
  - Leading to improved employability or job opportunities
  - Prepares students to progress in a career path, **or** to take degree-applicable credit courses.
  - Sequence of CDCP-eligible courses in Short-term Vocational or Workforce Preparation
  - Defined in Title 5, section 55151(h)

Other Related Topics

- Not-for-credit
  - Also called community service, or community education, or fee-based.
  - Self-supporting – registration fees must cover cost of course
  - No curriculum approval required (unless local process)
  - No MQs established by state
- CCCApply
  - Common application for all CCCs
  - Extensive and challenging for noncredit student population
  - Requires significant computer literacy, language and literacy skills
  - Requires understanding terms related to immigration status
  - Only in English and Spanish
  - ASCCC Resolution F16 16.02 to modify the CCCApply standard application to promote enrollment for students into noncredit programs

The Noncredit COR

- Noncredit courses, like credit, should be able to provide the following:
  - Need/Justification/Goals
  - Relationship to Mission
  - Be current and relevant
  - CORs for courses intended for special populations must clearly demonstrate that the course meets the needs of those populations (Immigrant Education, Parenting, Persons with Substantial Disabilities, Older Adults)
  - "No state aid or apportionment may be claimed on account of attendance of students in noncredit classes in dancing or recreational physical education" - Title 5, section 58130
  - Apportionment by positive attendance, not census

The Noncredit COR

- Credit and noncredit course outlines are treated separately but have common elements:
    - Course number and title
    - number of contact hours
    - catalog description
    - objectives
    - contents in terms of a specific body of knowledge
    - instructional methodology
    - examples of assignments and/or activities
    - methods of evaluation

The Noncredit COR

- SLOs
  - CSLOs provide clear outcomes regardless of the length of the course
  - CSLOs and competencies closely related
  - PSLOs give organization to a noncredit program

- Competencies help identify skills needed in similar programs
  - Skills specific to industry/discipline
  - Technical knowledge
  - History of the industry/discipline
  - Methods and theories
  - Skills for transition to workforce (Soft skills)
  - Collaboration
  - Problem solving
  - Adaptability

Credit vs. Noncredit At a Glance

Degrees and certificates of achievement	Certificates of completion, competency
Unit bearing	Hour bearing
Designated lecture & lab hours	No lecture or lab designation
Grades (A-F or P/NP)	Grades dependent on district (P/SP/NP, A-F)
Transcript	Not transcripted…yet
Generates apportionment	Generates apportionment: CDCP or regular noncredit
Student fees apply	No student fees
Not repeatable	Repeatable

Noncredit course approval

Title 5 Standards for Approval same as for credit:

- **Section 55002(c)1** – The college and/or district curriculum committee shall recommend approval of the course if the course treats subject matter and uses resource materials, teaching methods, and standards of attendance and achievement that the committee deems appropriate for the enrolled students.

- The role of the curriculum committee is to review and approve curriculum just as it does for credit curriculum

- Noncredit courses belong with discipline faculty

Noncredit Course Approval

Discipline Placement process same as for credit:

- See *Minimum Qualifications for Faculty and Administrators in the California Community Colleges* aka "MQ Handbook".

- Discipline assignments for noncredit courses may be noncredit discipline minimum qualifications or credit discipline minimum qualifications.

- If noncredit courses are assigned to noncredit discipline MQs, than anyone who meets or exceeds those MQs can teach the courses.

Curriculum Approval: State

- Title 5 changes to support streamlining (May 2017)
- Chancellor's Office Curriculum Inventory (June 2017)
- Publish the 6th edition of the PCAH to reflect the changes being undertaken
- Substantial and Nonsubstantial Changes to Credit Programs
- Examine potential local approval of new credit programs
- ADTs and Noncredit still approved and chaptered by CCCCO…for now

Noncredit Hot Topics

- Budget / Performance Based Funding
  - Base Grant based on enrollment.
  - Supplemental grant based on the number of low-income students that the district enrolls.
    - enrollment of students who receive a College Promise Grant fee waiver
    - enrollment of students who receive a Pell grant
  - Student Success Incentive Grant
    - number of degrees and certificates granted
    - number of students who complete a degree/certificate in 3 years or less.
  - What happens to noncredit?

Noncredit Hot Topics

- FLOW
  - Online college
  - Similar audience as noncredit
  - Challenges associated with noncredit and distance education
- Guided Pathways
  - Noncredit as "onramping" to credit
  - Many colleges not using noncredit
  - Challenges to "scale it up"

Noncredit Hot Topics

- AB 705
  - Requires students to reach transfer-level math and English in one year
  - Requires ESL students to reach transfer-level English in three years
  - Requires multiple measures placement
- Noncredit as prerequisites to credit
- Noncredit as co-requisite to credit
- Support classes for credit courses in noncredit
- Noncredit student success classes

SAVE THE DATE!

- May 3rd-5th 2018 ASCCC Career and Noncredit Education Institute, Westin South Coast Plaza, Costa Mesa
- Strands will focus on
  - CTE
  - AEBG
  - Noncredit
  - Student Services
  - Apprenticeship

Some Resources

ASCCC Website – www.asccc.org

Association of Community and Continuing Education (ACCE) website - http://www.acceonline.org

Noncredit First Friday Webinars - http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/Curriculum/NoncreditCurriculumandInstructionalPrograms/NoncreditFirstFridayWebinarArchives.aspx

Program and Course Approval Handbook (PCAH)

- http://extranet.cccco.edu/Portals/1/AA/Credit/2017/PCAH6thEditionJuly_FINAL.pdf

Chancellor's Office Noncredit Info

- http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/Curriculum/NoncreditCurriculumandInstructionalPrograms.aspx

Noncredit Instruction: Opportunity and Challenge (ASCCC paper)

- http://www.asccc.org/sites/default/files/publications/noncredit-instruction09_0.pdf

Preparing Students for Careers and College through Noncredit Enhanced Funding (CCCCO Report – Dec 2016)

- http://californiacommunitycolleges.cccco.edu/Portals/0/Reports/2016-CDCP-Report-ADA.pdf

Questions?

Thank you!

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